

MACOMB TOWNSHIP BOARD OF TRUSTEES REGULAR MEETING HELD ON
WEDNESDAY, APRIL 14, 2004
AT 7:00 P.M.

LOCATION: MACOMB TOWNSHIP MEETING CHAMBERS
54111 BROUGHTON ROAD
MACOMB, MICHIGAN 48042

PRESENT: JOHN D. BRENNAN, SUPERVISOR
MICHAEL D. KOEHS, CLERK
MARIE MALBURG, TREASURER
TRUSTEES: DINO F. BUCCI, JR.
KENNETH MEERSCHAERT, JR.
CHARLES OLIVER

ABSENT: JANET DUNN

Also in attendance: Christine Anderson, Township Attorney
Jack Dailey, Community Planning Consultant
James Van Tiflin, Township Engineer, Spalding DeDecker
Associates, Inc.
(Additional attendance record on file with Clerk)

Call Meeting to Order

Supervisor BRENNAN called the meeting to order at 7:00 p.m.

PLEDGE OF ALLEGIANCE

1. Roll Call

Clerk KOEHS called the Roll. Trustee DUNN absent.

MOTION by BUCCI seconded by MALBURG to refrain from calling the name of Janet Dunn, Trustee for all future Motions and Roll Calls for this meeting of April 14, 2004.

MOTION carried.

2. Approval of Agenda Items (*With any corrections*)

Supervisor BRENNAN reviewed the petitioners request to table agenda item no. 13 along with deleting agenda item no. 23 shown as a duplicate of agenda item no. 34.

MOTION by BUCCI seconded by KOEHS to approve the amended agenda for this meeting of April 14, 2004.

MOTION carried.

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3. Approval of Bills

MOTION by OLIVER seconded by MALBURG to approve both bill runs as submitted.

MOTION carried.

4. Approval of the March 24, 2004 previous meeting minutes

Supervisor BRENNAN abstained approval of the meeting minutes of March 24, 2004 due to his absence.

MOTION by KOEHS seconded by MALBURG to approve the previous Meeting Minutes of March 24, 2004.

MOTION carried.

5. Public Comments (Non Agenda items only - 3 minute time limit) None.

PLANNING COMMISSION:

6. Land Division Variance; Lone Oak Estates Subdivision; Located on the north side of 22 Mile Road 566 feet west of Card Road; Polaris Enterprises, Petitioner. Permanent Parcel Number 08-22-400-032. *(Tabled at the March 24, 2004 TWP Meeting)*

Jerome R. Schmeiser, Community Planning Consultant, reviewed the request and recommended denial.

Petitioner Present: Ken Robinson along with Jim Grosser representing Polaris Enterprises. Mr. Robinson held a lengthy discussion with the members of the Board and Township Attorney reviewing the proposal.

Public Portion: None.

Mr. Robinson requested to table the item to the next meeting.

MOTION by BUCCI seconded by OLIVER to table to the April 28, 2004 Township Board of Trustees Meeting, as requested by the petitioner for the Land Division Variance; Lone Oak Estates Subdivision; Permanent Parcel Number 08-22-400-032.

MOTION carried.

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7. Final Plat; English Gardens # 2; Located on the east side of Romeo Plank Road approximately 782' south of 26 Mile Road; Northern Macomb Development, Petitioner. Permanent Parcel No. 08-05-100-034.

Jerome R. Schmeiser, Community Planning Consultant, stated the materials submitted for the Final Plat are complete and ready for recording.

Petitioner Present: None.

Public Portion: None.

MOTION by OLIVER seconded by MALBURG to authorize the Township Clerk to sign the mylar to approve the Final Plat; English Gardens # 2; Permanent Parcel No. 08-05-100-034.

MOTION carried.

8. Final Plat; The Rivers Estates; Located on the south side of 23 Mile Road ¼ mile east of Card Road; Sal – Mar Farm Limited, Petitioner. Permanent Parcel No. 08-23-100-011.

Jerome R. Schmeiser, Community Planning Consultant, stated the materials submitted for the Final Plat are complete and ready for recording.

Mr. Schmeiser further mentioned the unapproved signage on the frontage of the property on 23 Mile Road.

Petitioner Present: Thomas Treppa

Mr. Pete Mancinnia stated the signage as described will come down as of April 15, 2004 and a Temporary Construction Sign application will be applied for as required.

Public Portion: None.

MOTION by KOEHS seconded by BUCCI to authorize the Township Clerk to sign the mylar to approve the Final Plat; This approval is contingent upon the construction signage as described fronting on 23 Mile Road be removed and applied for. The Rivers Estates; Permanent Parcel No. 08-23-100-011.

MOTION carried.

OLD BUSINESS:

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9. Request for Partial Bond Return; Macomb Corporate Center; Lots 5, 6 and 7; Sal-Mar Building Company, Petitioner. Section 20.

Supervisor BRENNAN reviewed Spalding DeDecker Associates, Township Engineers; letter of recommendation dated February 18, 2004 and further discussed the conversation held with Larry Dloski, Township Attorney pertaining to the request.

Public Portion: None.

MOTION by KOEHS seconded by OLIVER to follow the Township Engineers recommendation for lots 5, 6 & 7 of Macomb Corporate Center; Partial Bond Return; That the Township retain a total of Thirty Nine Thousand dollars (\$39,000.00), of which Thirty Eight Thousand 00/100 (\$38,000.00) is for the completion of the paving plus One Thousand (\$1,000.00) for completion of the as-builts. The total bond amount of Three Hundred Forty Two Thousand One Hundred Eighty One dollars and 00/100 (\$342,181.00), as posted on June 11, 2002 will partially be returned to the Developer for the portion of the completed site improvements to date for the total amount of Three Hundred Three Thousand One Hundred Eighty One dollars and 00/100 (\$303,181.00). Section 20.

MOTION carried.

NEW BUSINESS:

10. Allocation of the Fiscal Year 2004 Community Development Block Grant Program Funds.

Supervisor BRENNAN reviewed the allocations acted on at the previous March 10, 2004 Township Board Meeting.

Public Portion: Wallace Perry, Township resident, held further discussion with the Supervisor BRENNAN regarding the senior funds.

Trustee BUCCI reviewed the proposal letter on behalf of Mrs. Janet Dunn, Trustee requesting that of the \$12,600.00 Service Funds, \$7,600.00 allocated to the Senior Activities, \$2,300.00 allocated to MCCSA, and \$2,700.00 allocated to St. Vincent DePaul.

MOTION by BUCCI seconded by OLIVER to purpose on behalf of Mrs. Janet Dunn's request that of the \$12,600.00 Service Funds, \$7,600.00 be allocated to the Senior Activities, \$2,300.00 be allocated to MCCSA, and \$2,700.00 be allocated to St. Vincent DePaul.

ROLL CALL: BUCCI, OLIVER, MEERSCHAERT, MALBURG, KOEHS, BRENNAN.

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OPPOSED: NONE.

MOTION carried.

MOTION by BUCCI to end the existing multi-project for the seniors retaining the \$178,398.84 for the senior building and allocating \$71,400.00 of the Brick and Mortar 2004 funds to create a new multi-year project renovating the school house on 25 Mile Road.

Trustee OLIVER requested that of \$71,400.00 2004 Brick and Mortar funds that \$4,000.00 be allocated to the Save our Depot project and the remaining \$67,400 be allocated for renovation for the school house on 25 Mile Road.

Trustee BUCCI agreed to amend his motion to reflect the request as stated by trustee Oliver.

MOTION by BUCCI seconded by MALBURG to end the existing multi-project for the seniors keeping the One Hundred Seventy Eight Thousand Three Hundred Ninety Eight dollars and 84/100 (\$178,398.84) for the senior building, and of the total Seventy One Thousand Four Hundred dollars and 00/100 (\$71,400.00) 2004 Brick and Mortar funds to allocate Four Thousand dollars and 00/100 (\$4,000.00) to the Save our Depot project leaving Sixty Seven Thousand Four Hundreds and 00/100 (\$67,400.00) allocate to the renovation of the school house on 25 Mile Road.

FOR THIS MOTION: BUCCI, MALBURG, OLIVER

OPPOSED: MEERSCHAERT, KOEHS, BRENNAN

Motion failed for lack of majority.

MOTION by KOEHS seconded by MALBURG to approve to end the existing multi-project for the seniors retaining the One Hundred Seventy Eight Thousand Three Hundred Ninety Eight dollars and 84/100 (\$178,398.84) for the senior building and allocating the entire Seventy One Thousand Four Hundred dollars and 00/100 (\$71,400.00) 2004 Brick and Mortar funds to create a new multi-year project to the renovation of the school house on 25 Mile Road.

FOR THIS MOTION: KOEHS, MALBURG, MEERSCHAERT, BRENNAN

OPPOSED: OLIVER, BUCCI

Motion approved on a vote of four to two being a majority of a seven member Board.

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MOTION carried.

11. Permanent Sanitary Sewer Diversion; Rauhorn Electric; John R. Houser, Petitioner. Section 17.

James Van Tiflin, Township Engineer, reviewed the request.

Public Portion: None.

MOTION by MEERSCHAERT seconded by MALBURG to approve the Sanitary Sewer Diversion; Rauhorn Electric; on permanent basis. SDA Job No. MA04-012. Section 17.

MOTION carried.

12. Request to Alter Grade; 56270 Omo Road, Permanent Parcel No.08-01-276-003.

Supervisor BRENNAN and James Van Tiflin, Township Engineer, discussed the request. Mr. Van Tiflin recommended that the request be approved with the condition of a one year time duration for the stock pile.

Petitioner Present: Michael Pozek, property owner of 56279 Omo Road. Mr. Pozek agreed to the one year time duration for the stock pile.

Public Portion: None.

MOTION by OLIVER seconded by KOEHS to approve the Request to Alter Grade; 56270 Omo Road, Permanent Parcel No. 08-01-276-003. This approval is granted for one year with the condition that the petitioner post the required bond amount established by the Township Engineer.

MOTION carried.

13. Sidewalk Abeyance Request; St. Isidore Catholic Church; 18201 23 Mile Road. Timothy Teefey, Petitioner. Section 17.

Tabled at the petitioners request to the Township Board Meeting of April 28, 2004.

14. Request to Adopt Resolution; Act 345; Marie Malburg, Treasurer

Supervisor BRENNAN reviewed the request.

MOTION by KOEHS seconded by BUCCI to adopt the Act 345 Resolution involving Treasurer Marie Malburg as follows:

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**FOR THIS MOTION: KOEHS, BUCCI, MEERSCHAERT, OLIVER,
MALBURG, BRENNAN.**

OPPOSED: NONE.

ACCOUNT NAME: MACOMB TOWNSHIP ACCOUNT# BXH024627

ASSOCIATION OR OTHER NON-CORPORATE ORGANIZATION

BE IT RESOLVED THAT Marie Malburg, Treasurer
(name and title of officer)

**is hereby authorized to sell, assign and endorse for transfer, funds and/ or
certificates representing stocks, bonds, or other securities now registered or
hereafter registered in the name of this**

MACOMB TOWNSHIP FIRE DEPARTMENT ACT 345
(type of organization)

I, Marie Malburg, of Macomb Township
(name of officer) (name of organization)

hereby certify that the foregoing is a true copy of a resolution duly adopted by the

Macomb Township Board of Trustees,
(name of body governing the organization)

**of said Macomb Township Board of Trustees at a meeting duly held the 14th day of
April, 2004, at which a quorum was present and voting and that the same has not
been repealed or amended and remains in full force and effect and does not conflict
with the**

ordinances
(name of Document which organization is Operating)

of said Macomb Township

(SEAL)
(if there is no seal, certify that there is no seal)

Date: _____

Michael D. Koehs, Township Clerk

Subscribed and sworn to me before this

_____ day of _____, 20_____

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(notary public) Affix seal

RESOLUTION ADOPTED.

MOTION carried.

BUILDING DEPARTMENT:

15. Request approval for Maintenance and Service; 2001 Dodge Ram Pick-up Truck No. 203

Bob Beckett, Building Official, reviewed the request.

MOTION by OLIVER seconded by KOEHS to approve the request for service and maintenance of the Building Department 2001 Dodge Ram Vehicle Truck No. 203 for the total amount of Three Thousand Six Hundred Seventy Two dollars and 54/100 (\$3,672.54) as submitted.

MOTION carried.

HUMAN RESOURCE DEPARTMENT:

16. Request approval for Semi-Annual Cleaning of the Township Hall Building

John Brogowicz, Human Resource Director, reviewed the request.

MOTION by OLIVER seconded by KOEHS to follow the recommendation for the Semi-annual Cleaning – Township Hall Building; and award the contract for the comprehensive semi-annual cleaning to Modernistic for the total amount of Eleven Thousand Five Hundred Twenty Six dollars and 00/100 (\$11,526.00) adding the optional services by Modernistic (except for the cleaning of the clock tower windows) for the total amount of Five Thousand Five Hundred Sixty Three dollars and 00/100 (\$5,563.00).

MOTION carried.

17. Retiree Medical Proposal – H. Masters

John Brogowicz, Human Resource Director, reviewed the request.

MOTION by OLIVER seconded by BUCCI to authorize the Township Supervisor to sign and enter into a repayment agreement with Mr. Harold Masters, a retired Township Employee and/or his representative(s) to repay the Township the

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outstanding balance of Four Thousand Six Hundred Twenty Five dollars and 11/100 (\$4,625.11) for the past due premiums over the next twelve (12) months. In addition, under the terms and conditions of the proposed agreement drafted by the Township Attorney, should Mr. Master fail to keep current with his monthly premiums for medical and dental insurance, the Township would terminate his coverage.

MOTION carried.

PARK & RECREATION DEPARTMENT:

18. Request approval to hire an Aquatic Supervisor

Salvatore DiCaro, Parks & Recreation Director, along with John Brogowicz, Human Resource Director reviewed the request.

Public Portion: None.

MOTION by MALBURG seconded by BUCCI to hire Permelia G. Gross for the Aquatic Supervisor Position. This motion is contingent upon successful background history check and required test results. The tentative starting date is May 12, 2004.

MOTION carried.

19. Request approval of the Part-Time Seasonal Wage Scale

Salvatore DiCaro, Parks & Recreation Director, along with John Brogowicz, Human Resource Director reviewed the request.

Public Portion: None.

MOTION by KOEHS seconded by MEERSCHAERT to approve the Part-Time Seasonal Wage Scale as submitted.

MOTION carried.

20. Request approval to advertise for Facility Assistant Positions

Salvatore DiCaro, Parks & Recreation Director, along with John Brogowicz, Human Resource Director reviewed the request.

Public Portion: None.

MOTION by MEERSCHAERT seconded by BUCCI to authorize the creation of the Facility Assistant, Facility Leader, and Facility Attendant positions.

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MOTION carried.

MOTION by KOEHS seconded by OLIVER to approve the request to advertise for the Facility Assistant Positions.

MOTION carried.

21. Request approval to advertise for Facility Leader Positions

Salvatore DiCaro, Parks & Recreation Director, along with John Brogowicz, Human Resource Director reviewed the request.

Public Portion: None.

MOTION by OLIVER seconded by MALBURG to approve the request to advertise for the Facility Leader Positions.

MOTION carried.

22. Request approval to advertise for Facility Attendant Positions

Salvatore DiCaro, Parks & Recreation Director, along with John Brogowicz, Human Resource Director reviewed the request.

Public Portion: None.

MOTION by KOEHS seconded by BUCCI to approve the request to advertise for the Facility Attendant Positions.

MOTION carried.

23. Request approval for Lawn Maintenance Bids

Removed from agenda due to duplication of agenda item no. 34

24. Request approval for Furniture Bids

Salvatore DiCaro, Parks & Recreation Director, reviewed the request.

MOTION by KOEHS seconded by OLIVER to award the Furniture Bids to Interior Dynamics to provide the office, pool and lounge area furniture at the Recreation Center for the total amount of One Hundred Sixty Nine Thousand Two Hundred Forty Nine dollars and 80/100 (\$169,249.80).

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MOTION carried.

25. Request approval for Fitness Equipment Bids

Salvatore DiCaro, Parks & Recreation Director, reviewed the request.

MOTION by OLIVER seconded by KOEHS to approve the request as recommended by Mr. DiCaro to enter into a contract with All Pro Exercise to provide the fitness equipment for the Recreation Center for the total contract amount of One Hundred Forty Eight Thousand Nine Hundred Seventy Four dollars and 00/100 (\$148,974.00).

MOTION carried.

26. **WATER & SEWER DEPARTMENT:**

27. Easement Encroachment Agreement, Steven & Lisa Rebaut, 16971 Sutton Place Drive, Macomb, MI 48042, Lot 34, English Gardens Estates Subdivision, Parcel # 08-05-127-026.

David Koss, Water & Sewer Department Superintendent, reviewed the request.

MOTION by BUCCI seconded by MALBURG to approve the Easement Encroachment Agreement, Steven & Lisa Rebaut, 16971 Sutton Place Drive, Macomb, MI 48042, Lot 34, English Gardens Estates Subdivision, Parcel # 08-05-127-026.

MOTION carried.

28. Easement Encroachment Agreement, Paul D. & Karen Buonbrisco, 20064 Chesterbrook Drive, Macomb, MI 48044, Lot 52, Lancaster Subdivision, Parcel # 08-28-254-009

David Koss, Water & Sewer Department Superintendent, reviewed the request.

MOTION by KOEHS seconded by MALBURG to approve the Easement Encroachment Agreement, Paul D. & Karen Buonbrisco, 20064 Chesterbrook Drive, Macomb, MI 48044, Lot 52, Lancaster Subdivision, Parcel # 08-28-254-009.

MOTION carried.

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29. Easement Encroachment Agreement, Raymond T. & Marie A. Huggins, 54350 Carnation Drive, Macomb, MI 48042, Lot 210, Villa Rosa Subdivision No. 5, Parcel # 08-07-253-022.

David Koss, Water & Sewer Department Superintendent, reviewed the request.

MOTION by MALBURG seconded by KOEHS to approve the Easement Encroachment Agreement, Raymond T. & Marie A. Huggins, 54350 Carnation Drive, Macomb, MI 48042, Lot 210, Villa Rosa Subdivision No. 5, Parcel # 08-07-253-022.

MOTION carried.

30. Authorization to Proceed with water main project, 23 Mile Road

David Koss, Water & Sewer Department Superintendent, stated that while reviewing the Townships water main master plan with the Township Engineers Spalding DeDecker Associates, Inc., it was concluded that a section of 23 Mile Road from Card Road to North Avenue would significantly benefit our water system if this grid were completed and improve service to the eastern corridor of the Township.

MOTION by OLIVER seconded by BUCCI to approve the request and grant authorization to proceed with the water main project, 23 Mile Road. This motion includes the cost proposal from Spalding DeDecker Associates which includes approximately 2,200 feet of water main and its appurtenances at an estimated cost of Three Hundred Thirty Two Thousand dollars and 00/100 (\$332,000.00).

MOTION carried.

31. Temporary Cement Batch Plant Request, Florence Cement, Inc., *i.e. The Rivers Estates Subdivision.*

David Koss, Water & Sewer Department Superintendent, reviewed the request.

MOTION by KOEHS seconded by MALBURG to approve the Temporary Cement Batch Plant Request, Florence Cement, Inc., i.e. The Rivers Estates Subdivision. This approval is granted for a time period of forty five days. Expiration Date May 28, 2004.
MOTION carried.

32. Purchase of Educational Material

David Koss, Water & Sewer Department Superintendent, reviewed the request.

MOTION by BUCCI seconded by KOEHS to approve the request to purchase educational material to promote Drinking Water Week which is May 2 through

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May 8, 2004 to help our department promote public education for this special week and purchase 2,000 copies of the American Water Works Association (AWWA) for the total cost of One Thousand Five Hundred Eighty Eight dollars and 00/100 (\$1,588.00) plus shipping and handling.

MOTION carried.

33. Purchase of Photo ID System for Township Employees

David Koss, Water & Sewer Department Superintendent, reviewed the request.

MOTION by OLIVER seconded by KOEHS to approve the request to purchase the ID equipment from Beresford for the total cost of Three Thousand Six Hundred Eighty Four dollars and 95/100 (\$3,684.95), which includes approximately four hours of training along with setting up the database for ID printing.

MOTION carried.

34. Award of bid for Landscape Contractors for Township Facilities

David Koss, Water & Sewer Department Superintendent, reviewed the request.

Public Portion: Kevin Karwowicz, Township resident addressed his concerns.

MOTION by BUCCI seconded by KOEHS to award the bids for Landscaping Contractors for Township Facilities to Hi-Tech Landscaping & Lawn Service, for Township Parks property for the total cost of Eight Thousand Five Hundred Ninety dollars and 75/100 (\$8,590.75), Universal Lawn Care, Township Buildings property for the total cost of Twelve Thousand Five Hundred Forty dollars and 00/100 (\$12,540.00), Autumn Oaks Landscaping, Meter Pit, Lift Stations, and Cemetery property for the total cost of Ninety dollars and 00/100 (\$90.00).

MOTION carried.

35. Approval of Purchase Requisitions:
A. S.L.C. Meter Service Inc.
B. Northern Pipe Company

David Koss, Water & Sewer Department Superintendent, reviewed the request.

MOTION by KOEHS seconded by OLIVIER to approve the purchase requisition through SLC Meter Service Inc. for meter equipment for the total cost of Forty Five Thousand Nine Hundred Ninety Six dollars and 00/100 (\$45,996.00).

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MOTION carried.

MOTION by KOEHS seconded by OLIVER to approve the purchase requisition through Northern Pipe for sewer maintenance equipment for the total cost of Two Thousand Three Hundred Eighty Five dollars and 00/100 (\$2,385.00).

MOTION carried.

BOARD COMMENTS:

- 36. Supervisor Comments: None.
- 37. Clerk Comments: None.
- 38. Treasurer Comments: None.
- 39. Trustees Comments: None.

ADJOURNMENT:

MOTION by MEERSCHAERT seconded by BUCCI to adjourn this meeting of April 14, 2004 at 8:30 p.m.

MOTION carried.

Respectfully,

John D. Brennan, Supervisor

Michael D. Koehs, Clerk
Gabrielle M. Baker, Recording Secretary
MDK/gmb